



REGULAR MEETING MINUTES

Date: 10/10/2018

Time: 6:30 p.m.

**Arrillaga Family Recreation Center – Cypress Room
700 Alma St., Menlo Park, CA 94025**

A. Chair McGraw-Scherer called the meeting to order at 6:36 p.m.

B. Roll Call

Present: Meg McGraw-Scherer, Karen Grove, Rachel Horst, Nevada Merriman
Wendy McPherson

Absent: Julianna Dodick, Michele Tate

Staff: Interim Housing and Economic Development Manager Clay Curtin,
Management Analyst II Mike Noce

C. Public Comment

No public comments were received.

D. Regular Business

D1. Approve minutes for the Housing Commission meeting of September 12, 2018 and accept the meeting notes from the community meeting of September 13, 2018.

ACTION: Motion and second (Grove/Merriman) to approve the Housing Commission meeting minutes of September 12, 2018 and accept the meeting notes from the community meeting of September 13, 2018. The motion passed (5-0-2); Dodick and Tate absent.

D2. Review and consider making a recommendation to the City Council to enact a tenant relocation assistance ordinance (Staff Report #18-018-HC)

Interim Housing and Economic Development Manager Clay Curtin introduced the item and highlighted components of the draft ordinance.

- Trevor Yan, Legal Aid Society of San Mateo County, spoke in favor of the ordinance and creation of a special fund to provide assistance to tenants when a landlord receives a hardship waiver.
- Jonathan Erwin-Frank, Community Legal Services in East Palo Alto, spoke about the joint letter submitted with Legal Aid Society of San Mateo County and urged the Housing Commission strike a portion of section 8.55.020(i) of the draft Tenant Relocation Ordinance regarding California Civil Code section 1954.52.
- Curt Conroy spoke against the draft ordinance and the proposed means test limit of 200 percent of the area median income.

- Keith Ogden, Community Legal Services in East Palo Alto, spoke in support of the ordinance and asked the Housing Commission to strike 8.55.020 (d)(5) of the draft ordinance and remove similar language from the 12 month lease ordinance.
- Teresa Rivas spoke in support of the proposed ordinance and shared her recent rent increase experience.
- Marc Bryman spoke against including single-family homes and smaller properties in the draft ordinance.
- Rhovy Lyn Antonio, California Apartment Association, spoke against the draft ordinance as written, including the lack of catch up provision for mom and pop landlords to reach market rate rent; no restriction on the assistance payments received; lack of minimum tenancy requirements to target benefits for long time community members; and the 200 percent area median income means test.
- Maya Sewald spoke against including smaller properties in the ordinance.
- Birtha Robinson spoke against the draft ordinance and impacts to small property landlords.
- Sateez Kadivar spoke about concerns around how the ordinance would be enforced, if it is passed.
- Daniele Valverde, Housing Leadership Council of San Mateo County, spoke in support of the ordinance.
- Penelope Huang spoke about the challenges of owning and renting a home in Menlo Park, expressed concerns about the ordinance's impact on the housing inventory. She provided a handout (attachment).

By consensus, the Housing Commission requested the following changes be included in the updated draft:

- a) Section 8.55.020 (b) strike "does not exceed two-hundred percent (200%)" and replace with does not exceed "one-hundred and fifty percent (150%)" at the time of displacement.
- b) Section 8.55.040 (a) strike "most current applicable Menlo Park market rate monthly rent, published by the director of community development and updated January 1 of each year" and replace with "based on regularly published HUD-Fair Market Rent amounts based on unit size for San Mateo County".
- c) Remove section 8.55.020 (d)(5)
- d) Addition of a sunset clause that will trigger a review after three years and cause the ordinance to expire October 1, 2022, unless extended by the City Council.
- e) Section 8.55.020 (i) strike "This excludes circumstances where the proposed rent increase is rescinded by the landlord and excludes residential properties where landlords may establish the initial and all subsequent rental rates for a residential property pursuant to California Civil Code Section 1954.52."

ACTION: Motion and second (Horst/Grove) to recommend City Council enact a tenant relocation assistance ordinance. The motion passed (4-1-2); McPherson opposed; Dodick and Tate absent.

D3. Discuss and recommend future agenda items

The Housing Commission requested to revisit the commission priorities list and evaluate timelines at their next meeting.

E. Reports and Announcements

E1. Subcommittee reports (10 minutes):

Anti-Displacement Subcommittee (Grove/Horst/Merriman) – Commissioner Horst reported she attended a Turner Center event focusing on housing and rent control. Commissioner Grove spoke in favor of investigating more innovative approaches to preserve housing. Commissioner Merriman spoke about the need for Menlo Park to be included in future housing studies and requested more transparency regarding what BMR fees can be spent on.

Below Market Rate Housing Guidelines Subcommittee (Dodick/Grove) – Commissioner Grove requested a proposed feasibility study to include the point of indifference between below market rate fees and per unit build price.

Housing Policy Subcommittee (McPherson/Merriman/Tate) – No report

Marketing Subcommittee (McGraw-Scherer/Horst) – Commissioner Horst reported on the subcommittee's last meeting. Discussion included: reformatting housing webpages on the City's website to provide easier navigation; possible guest speaker series; annual public forum; and a monthly newsletter including basics about BMR housing.

Notice of Funding Availability Subcommittee (McGraw-Scherer) – Commissioner McGraw-Scherer reported that staff is working on the draft NOFA and anticipates it will be approved for release at the October 23, 2018, City Council meeting.

E2. Commissioner reports

Commissioner Grove informed the commission of the Housing Leadership Conference on October 19, 2018, at the College of San Mateo.

E3. Staff updates and announcements

Interim Housing and Economic Development Manager Curtin provided the following updates:

- Recruitment is open for the Assistant Community Development Director–Housing.
- Mike Noce has accepted the permanent Management Analyst II position in the Housing and Economic Development Division. A second management analyst candidate is in the background process and should start in the coming months.

F. Adjournment

Chair McGraw-Scherer adjourned the meeting at 9:46 p.m.

| | Average sales price 2018 YTD | Property Taxes (1.25%) | Insurance | Debt on 80% loan at 4.9% | PITI | | Average rent |
|--------------------------|---------------------------------|---------------------------|-----------|-----------------------------|----------|--|-----------------|
| East of 101 | \$1,200,000 | \$1,250 | \$83 | \$5,100 | \$6,433 | | \$3,500 |
| 101 to Middlefield | \$3,000,000 | \$3,125 | \$125 | \$12,700 | \$15,950 | | \$6,000 |
| Middlefield to El Camino | \$2,700,000 | \$2,813 | \$125 | \$11,400 | \$14,338 | | \$6,500 |
| El Camino to Alameda | \$3,800,000 | \$3,958 | \$167 | \$16,100 | \$20,225 | | \$9,500 |
| West of Alameda | \$3,400,000 | \$3,542 | \$167 | \$14,400 | \$18,108 | | \$7,500 |